

Extended Essay Progress Report
Examination Session 2011

Name of Student _____

This progress report is intended to support you, the student, in the successful completion of the extended essay. Not only will it help you to follow a specific set of deadlines, **it will also help show that the final essay is your work**. Although the research and writing of your Extended Essay will be completed on your own, Miss Tieche will be teaching you general research skills, referencing protocol, and relevant writing skills during your support blocks.

It is your responsibility to meet with your supervisor **before** the deadline for each section and to make sure that you have met the requirements at each stage. Miss Tieche will help you find a supervisor after you've chosen a topic on which to write.

After each requirement has been met and this sheet has been signed by your supervisor, you must return the sheet to Miss Tieche.

You need to sign this document when you begin and when you hand in your completed essay. Your signature indicates that you are aware of the regulations and guidelines that must be followed (a copy of which is available online and in the library) and that you are aware that failure to meet these deadlines may put the award of the Diploma at risk.

Signature of Student _____

Date _____

Subject area of the essay _____

General topic of the essay _____

Topic approved by Miss Tieche _____

(Miss Tieche to sign here)

Name of Supervisor _____

Requirements	Deadline	Supervisor please sign and date		
		Has met	Partially met	Has not met
1. The student has identified a topic area and I have agreed to supervise the essay.	April 2010			
2. The student has shown evidence of conducting preliminary research and has chosen a working title. Title of the essay: _____ _____ _____ _____ _____	May 2010			
3. The student has submitted a formal outline of the essay and has developed a summer work plan (if not, student will be withdrawn from Grad 12 IB courses).	June 2010			
4. The student has completed a first draft of the essay and has discussed it with me, the supervisor. The first draft is a complete essay. It is not just an outline.	Sept 2010			
5. The student has revised the first draft and has shown me, the supervisor, a completed version of the essay and has discussed it with me. The student has handed in an electronic copy of the essay.	Dec 2010			
6. The student has handed in the final essay and has completed the cover sheet.	Jan 2011			

Candidate's Declaration

The extended essay I am submitting is my own work. I have acknowledged each use of the words, graphics or ideas of another person, whether written, or oral. I am aware that the word limit for all extended essays is 4000 words and that examiners are not required to read beyond this limit.

Signature of Student _____

(Sign this in front of your supervisor when you hand in your final essay and cover sheet.)